

## KIDMORE END PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 18 May 2016 at 8.00pm and concluded at 9.50pm.

Present: Dr C D Aldridge, Ms S M Biggs, Mrs S J Hunter, I G C Pearson, T M Perchard, H Thresher.

Apologies for absence were received from Mrs S Hall, J A Swift QC

The outgoing Chairman, Ms S M Biggs, took the Chair.

### 1.01 ELECTION OF CHAIRMAN

RESOLVED: That Ms S M Biggs be elected Chairman of the Council for the ensuing year.

(Ms Biggs thereupon signed a declaration of acceptance of office.)

### 1.02 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Dr C D Aldridge be appointed Vice-Chairman of the Council for the ensuing year.

### 1.03 MINUTES

The Minutes of the meeting held on 20 April 2016 were taken as read, confirmed and signed as a correct record, subject to

- the substitution of the word "would" for the word "while" in the third line of Minute 11.16(viii);
- the correct numbering of Minute 11.17.

### 1.04 REPORT OF COUNTY COUNCILLOR

The Council noted a written report by Mr K Bulmer, the county councillor for the Goring division, covering, inter alia,

- the County Council's proposal for a unitary council serving the County;
- the extension of children's centre contracts until Spring 2017;
- the next steps in respect of Oxfordshire Together – Highway Services;
- the commissioning of services for people with learning disabilities;
- the publication of the updated version of the Safer Oxfordshire Partnership's Strategic Intelligence Assessment, on crime and safety;
- trials using school transport to provide off-peak bus services.

### 1.05 OPEN SESSION

During the open session, Mr M K Hedges of Emmer Green expressed his interest in one of the plots at the Gallowstree Common allotments.

### 1.06 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

RESOLVED: 1 That the following appointments be made for the period to the Annual Meeting in 2017:

Allotments Manager  
Wells Manager

Mrs S G Hall  
Mrs S G Hall

Finance Sub-Committee	Ms S M Biggs, Mr I G C Pearson, Mr J A Swift
Plans Sub-Committee	Ms S M Biggs, Ms S L Forde ( <i>covering Cane End</i> ), Mrs S G Hall, Mrs S J Hunter, Mr T M Perchard
Rights of Way Sub-Committee	Ms S L Forde, Mrs S J Hunter, Mr T M Perchard
Transport Sub-Committee (and Transport Representatives)	Ms S M Biggs, Mr J A Swift
Editorial Board of Newsletter	Dr C D Aldridge, Ms S L Forde, Mr D R King*, Mr A Miros*, Mrs J Russell*
Representatives on Playing Fields Committee	Ms S L Forde, Mr I G C Pearson, Mr H Thresher
Representative on Oxfordshire Association Local Councils	Mrs S G Hall
Representatives on Sonning Common Neighbourhood Development Plan Working Group	Mr I G C Pearson, Mr H Thresher
Website Liaison Councillor	Dr C D Aldridge
BroadBand Champion	Mr H Thresher

\* Not a member of the Council

2 That, following the alteration of the boundary between the Parish and the Parish of Sonning Common, a representative be no longer appointed to the Chiltern Edge Community Association.

3 That Mrs S J Hunter be nominated to serve as a trustee of the Caversham Consolidated Charities for a 4 year term of office commencing in May 2015.

#### 1.07 PLAY AREAS

(cf 11.05/16) The Chairman reported orally on progress with the project for the replacement of the centrepiece item of equipment in the play area at the Gallowstree Common Recreation Ground and the provision of safety surfaces beneath the equipment at both the Gallowstree Common and Kidmore End Play Areas. She advised that a written report would be submitted to the next meeting.

In the meantime, the Parochial Church Council had agreed to make a grant of £1,000 towards the cost of the project and the Big Lottery Fund had made a conditional grant of £10,000 for the project. This grant was subject to the Council agreeing to meet the terms and conditions set by the Fund, which included clauses such as repayment of the grant if the project was not completed and acknowledgement of the grant in publicity about the project.

The Chairman proposed that the fund raising event, to be held at the Gallowstree Common Recreation Ground on 10 June 2016, be promoted by the Council. If the Council was the promoter, the event would be covered under the Council's insurance. If agreed, tickets would go on sale immediately at £15 per head.

In addition, the reports arising from the inspection of the play areas by PlaySafety Ltd had been received. These revealed some low and medium risks at both sites. At Gallowstree Common, the inspectors had been concerned by the existing equipment centre piece, which was to be replaced (see above). There were some medium risks associated with the goal posts in the Kidmore End Play Area. The Chairman and Vice-Chairman indicated that they were addressing the identified risks. However, there were 2 risks at Gallowstree Common which the Council had previously acknowledged, but about which it had decided to take no action – the proximity of the play train and the tractor tyres to the fence and hedge respectively.

RESOLVED:1 That the terms and conditions for the grant from the Big Lottery Fund be agreed.

2 That the Council promote the fund raising event, for the play area refurbishment project, at the Gallowstree Common Recreation Ground on 10 June 2016.

3 That the action by the Chairman and Vice-Chairman in response to the inspection reports concerning the play areas at Gallowstree Common and Kidmore End be approved and confirmed.

4 That the risks posed by the play train and tractor tyres at the Gallowstree Common Recreation Ground be acknowledged and accepted.

#### 1.08 DELIVERING PUBLIC SERVICES

(cf 11.06/16) The Deputy Leader of the County Council attached, to an e-mail, an update about Oxfordshire Together - Highway Services, by which the County Council would transfer some minor highways functions to parish and town councils. In the absence of clear information from the County Council about the situation in the Parish, the Clerk had pointed out to the Deputy Leader that the Council was interested in verge cutting but was awaiting information. The Deputy Leader had hoped that the information would be available in time for this meeting, but it had not been received.

In the meantime, the Clerk had enquired of neighbouring parish councils about whether they were interesting in taking over highway verge cutting. Mapledurham Parish Council was not interested, while Checkendon Parish Council had cut verges for many years, but observed that the sums received from the County Council for the service had reduced each year.

RESOLVED: That consideration of this matter be deferred to the next meeting.

#### 1.09 TOWNLANDS HOSPITAL, HENLEY

(cf 11.07/16) By e-mail, the Henley Information Centre Manager had passed on details of a campaign to incorporate "War Memorial" into the name of Townlands Hospital. Members considered this a matter for individuals.

The Council noted a further invitation, by NHS South, Central and West Commissioning Support Unit, for nominations for the office of independent chairperson of the Townlands Stakeholder Reference Group.

#### 1.10 CHILTERN AREA OF OUTSTANDING NATURAL BEAUTY

(cf 11.09/16) The Council noted that a further resident, Mrs B Kirkham of Tanners Lane, Chalkhouse Green, had indicated her support for the proposal to extend the Chiltern Area of Outstanding Natural Beauty (AONB) to cover the whole of the Parish.

The Council noted correspondence between John Howell MP and the Clerk to Shiplake Parish Council concerning variations to the boundary of the AONB. Mr Howell quoted correspondence from Natural England explaining that any variation needed to cover an area of at least 30km<sup>2</sup> to be justified, and that, therefore, parishes seeking variations should join together, and liaise initially with the Chilterns Conservation Board about proposals. Natural England had limited resources for progressing boundary variations, those resources being committed until 2018/19 at the earliest.

RESOLVED: That approaches be made to Shiplake Parish Council about co-operation with variations to the AONB boundary.

#### 1.11 KIDMORE END POND

(cf 11.17/16) The Vice-Chairman reported that she and the Chairman had coppiced further willow trees at Kidmore End pond.

#### 1.12 UNITARY LOCAL GOVERNMENT

(cf 11.18/16) The Council noted further communications from the District and County Councils about the proposals by both councils for unitary local government in the County. The district councils had hired consultants to lead an independent study into the best model, an exercise which did not involve the County Council. The County Council, meanwhile, had appointed different consultants to undertake a similar independent study, with similar objectives.

#### 1.13 CHALKHOUSE GREEN ROAD, KIDMORE END – TRAFFIC SPEEDS

(cf 11.21/16) In an e-mail, Mr D South of Chalkhouse Green Road, Kidmore End again expressed concern about traffic speeds in Chalkhouse Green Road. He recognised that speeding by vehicles in the road was occasional, rather than constant.

#### 1.14 90<sup>th</sup> BIRTHDAY OF HER MAJESTY THE QUEEN

(cf 11.23/16) The Chairman reported that, due to the terms, the grants offered towards the cost of community events to celebrate the 90<sup>th</sup> birthday of Her Majesty the Queen would not be relevant to the planned event on 10 June 2016 in Gallowstree Common. She had, however, notified the organisers of other community events in the Parish of the grants.

By letter, Mrs J MacGregor of Tokers Green, on behalf of the Parochial Church Councils of the Benefice of All Saints, Rortherfield Peppard, Christ the King, Sonning Common and St John the Baptist, Kidmore End, invited the Council to be represented at a service to mark the birthday at the Church of St John Baptist at 11am on 12 June 2016.

RESOLVED: That the Vice-Chairman and Mrs S Hall (subject to her availability) represent the Council at the service at Church of St John the Baptist, Kidmore End, to mark the 90<sup>th</sup> birthday of Her Majesty the Queen.

#### 1.15 KIDMORE END WELL

(cf 11.25/16) It was reported that Mr R S Young of Cane End had the repair the winding wheel from Kidmore End well in hand.

#### 1.16 FOOTPATH MAPS

(cf 11.27/16) The Clerk advised that he had supplied a map showing the footpaths etc in the Parish to Ms S L Forde.

#### 1.17 FINANCE

##### (i) Balances

The Clerk reported that balances at the bank totalled £54,022.87.

##### (ii) Accounts for payment

RESOLVED: That the following accounts, listed in the schedule under Financial Regulation 5.2, be approved for payment:

Thames Water Utilities Ltd – Water for allotments	£200.74
Kidmore End Parish Room – Hire of accommodation	£198.00
Playsafety Ltd – Inspection of play areas	£197.40
United Kingdom Debt Management Office – Loan repayment	£7,184.94†
R F Penfold – Printing agenda etc	£14.55
Ms M Spencer – Tickets for fundraising event	£18.72

† *To be paid by direct debit*

#### 1.18 FINANCE SUB-COMMITTEE

The Council received the minutes of the meeting of the Finance Sub-Committee held on 10 May 2016.

RESOLVED: 1 That the summary receipts and payments accounts for the year ended on 31 March 2016, as set out in Appendix 1 to the Sub-Committee minutes, be received, subject to

- the correction of the figure in Note 2 to £175,309;
- the insertion of the correct maximum figure in Note 7.

2 That sections 1 and 2 of the Annual Return for the year ended 31 March 2016, as set out in Appendix 2 to the Sub-Committee minutes, be approved and confirmed, subject to the substitution of the figure "£175,309" in box 10 of Section 2 for the year ending 31 March 2016.

#### 1.19 CONSULTATION ON PLANNING MATTERS

##### (i) Decisions

The Council noted that the following applications had been permitted conditionally:

single storey rear extension at Red Oak House, Tanners Lane, Chalkhouse Green;  
proposed conversion of barn to single dwelling with new vehicular access and amenity space at The Coach House, Tokers Green Lane, Kidmore End;  
variation to conditions about tree protection and boundary treatment on permission P15/S3799/HH relating to development at Greenways, Horsepond Road, Gallowstree Common;  
single storey side extension at Hilbre, Chalkhouse Green Road, Kidmore End;  
rear first floor extension, single storey front extension, garage conversion and internal alterations at Midway, Elm Road, Tokers Green;  
replacement dish on existing mast and internal alterations at Vines Farm grain store, Horsepond Road, Gallowstree Common.

It was reported that the Chairman had intended to speak against the application for development at the Coach House, Tokers Green Lane, Kidmore End, when it came before the District Council's Planning Committee. However, even though the Council had restated its opposition to the application in March 2016, no invitation to address the Committee had been received before the meeting of the Committee on 27 April 2016, when the application had been considered. The Clerk had taken this up with the District Council.

RESOLVED: That the action of the Clerk be approved and confirmed.

##### (ii) Action of Plans Sub-Committee

RESOLVED: That the action of the Plans Sub-Committee in respect of the following applications, as set out in the register of action, be approved:

outline application for erection of 2 dwellings with new vehicular access at Bishopswood Camp, Gallowstree Common [Parish of Sonning Common];  
variation of conditions 6 and 9 of planning permission P15/S3799/HH for, inter alia, formation of new vehicular access and driveway at Greenways, Horsepond Road, Gallowstree Common (amended plan);  
construction of 2-storey rear extension at Oak Tree House, Tokers Green Lane, Kidmore End.

##### (iii) Applications

The Council considered applications referred to it since the last meeting.

RESOLVED: That no strong views be submitted on the applications for

demolishing and replacing existing single storey stable bock at Old Yews, Kidmore Lane, Kidmore End for Mrs E Elliott;  
re-opening of existing chimney stack in existing chimney at Pond House, Kidmore Lane, Kidmore End for Mr C Anderson.

#### 1.20 DEVOLVING POWERS TO TOWN AND PARISH COUNCILS

In e-mails, the County Council's Head of Paid Service advised that, as part of its consideration of a future unitary pattern of local government in the County (see Minute 1.12) it wished to explore empowering local communities to take decisions on services locally. To this end, his Council was organising a number of workshops, including one at Henley on 7 June 2016, to discuss whether town and parish councils were interested in devolved powers, and, if so, what powers.

RESOLVED: That Mr I G C Pearson be appointed to represent the Council at the County Council's workshops about devolution of powers and that his attendance be an approved duty for the purposes of expenses.

#### 1.21 SUE RYDER, NETTLEBED HOSPICE

The Senior Hospice Fundraiser for Sue Ryder- Nettlebed Hospice asked, by e-mail, that the Council consider making a donation towards the cost of the specialist palliative and end of life care provided by the Hospice, for patients and families all over southern Buckinghamshire and Oxfordshire.

RESOLVED: That consideration of the request be deferred until later in the year.

#### 1.22 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in April 2016.

#### 1.23 BIG CLEAN-UP

The District Council's Head of Corporate Strategy, by letter, referred to her Council's Big Clean Up, which, she said, would include litter picking, sweeping and removing weeds and moss on pavements. There would be activity in the Parish in June 2016, and she asked whether there were any particular areas requiring attention.

RESOLVED: That the District Council be requested to undertake works in connection with the Big Clean-Up on the footway in Horsepond Road, Gallowstree Common.

#### 1.24 STREETNAMING

By e-mail, the District Council's Street Naming and Numbering Officer requested the Council to propose a name for the development of 6 properties on Tokers Green Lane, Tokers Green, on the site where the property Chippendale Lodge was demolished. The developers favoured "Kite Close" or "Kite Mews", reflecting the many red kites seen in the area.

RESOLVED: That consideration of this matter be deferred to the next meeting, pending canvassing views as to names in Tokers Green.

#### 1.25 TOWN AND PARISH FORUM

The District Council's Policy, Partnership and Engagement Manager advised, by e-mail, that her Council proposed to host 2 town and parish fora in 2016, the first being at Didcot on 12 July 2016.

RESOLVED: That the Chairman and Mr T M Perchard be appointed to represent the Council at the District Council's town and parish forum and that their attendance be an approved duty for the purposes of expenses.

#### 1.26 TELEPHONE KIOSKS

(cf 8.06/16) Ms N Liddon-Horncastle of the Kidmore End Pre-School suggested, by e-mail, that the telephone kiosk in Kidmore End should be used for community information and the display of artwork by children at the Pre-School and Kidmore End School.

Mr H Thresher and Mr T M Perchard indicated that, instead of re-orientating the Kidmore End kiosk, it would be better resited on the highway verge. It was suggested that the consent of the highways' authority and the land owners should be sought for this.

Reference was made to the other kiosk owned by the Council, at Chalkhouse Green. Mr Thresher and Mr Perchard advised that they would look at what further work was required to that kiosk.

RESOLVED: That approaches be made to the County Council and Soha Housing Ltd about resiting the telephone kiosk at Kidmore End.

#### 1.27 PLAYING FIELDS COMMITTEE

It was reported that the Playing Fields Committee had met on 11 May 2016. The Committee had discussed

- damage caused during hirings of the Diamond Jubilee Pavilion, the cost of repair of which would be pursued with the hirers, and what level of deposit to require from hirers for certain types of events, against possible damage to the premises;
- a claim made by a regular hirer for compensation for lost sessions, because of conditions at the Pavilion, eg smell of carpet adhesive;
- a number of completed repairs at the Pavilion;
- the possible display of advertisements for sponsors of the Cricket Club at the Gallowstree Common Recreation Ground;
- the reduced incidence of dog fouling at the Recreation Ground.

#### 1.28 DATES OF MEETINGS

RESOLVED: 1 That meetings of the Council be held on the following Wednesdays at 8pm:

22 June 2016	23 November 2016	15 February 2017
20 July 2016	14 December 2016	22 March 2017
21 September 2016	18 January 2017	19 April 2017
19 October 2016		

2 That the Annual Meeting of the Council be held on 24 May 2017 at 8pm.

#### 1.29 BROADBAND

Mr H Thresher reported that BT intended to install a fibre optic cabinet in Tokers Green, towards the end of 2016. This would be additional to the cabinet proposed near the pond at Kidmore End (the present cabinet there served Kidmore End, Tokers Green and Mapledurham), and should lead to improved BroadBand speeds in Tokers Green.

1.30 EXCLUSION OF PUBLIC

RESOLVED: That the public be excluded from the meeting, pursuant to Section 100A(4) of the Local Government Act 1972, during consideration of the following item, on the grounds that exempt information, under the paragraphs of Schedule 12A of the Act shown below, would be discussed:

Item	Paragraph
Gallowstree Common Allotments	1

1.31 GALLOWSTREE COMMON ALLOTMENTS

The Council granted tenancies for an allotment at Gallowstree Common, in settlement of a dispute.